

**CORTEZ FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING
February 11, 2015**

CALL TO ORDER and PLEDGE OF ALLEGIANCE

President Orly Lucero called the meeting to order at 6:00 p.m. in the meeting room at Station #1. Roll call followed after the Pledge of Allegiance and the board members present were Diane Fox, Lori Johnson, Kent Lindsay, Sherri Wright and Orly Lucero. Administrative Assistant Wendy Mimiaga, Asst. Chief Charles Balke and Chief Jeff Vandevoorde were present for the meeting.

APPROVAL OF THE AGENDA

There were no changes or additions to the agenda for the Board of Directors meeting, February 11, 2015.

Lori Johnson made a motion to approve the agenda for the February 11, 2015 Board of Directors meeting, Sherri Wright seconded. The agenda was approved on the following vote:

Fox	Lindsay	Wright	Johnson	Lucero
yes	yes	yes	yes	yes

APPROVAL OF MINUTES

The minutes from the regular meeting, held on January 14, 2015, were brought before the board for approval.

Kent Lindsay made a motion to approve the minutes for the regular Board of Directors meeting held on January 14, 2015, Lori Johnson seconded. The minutes for the meeting were approved on the following vote:

Fox	Lindsay	Wright	Johnson	Lucero
yes	yes	yes	yes	yes

BILLS AND ACCOUNTS

The board reviewed the list of bills, accounts and the financials included in the Board packet. Ms. Johnson asked if the thirteen helmets purchased for \$4,069.00 will come out of last year's budget, 2014, or this year, 2015. The invoice did not arrive until January, however, the helmets were ordered in December, 2014, and will come out of the 2014 budget. Ms. Johnson also noted that she has requested in the future the Amazon invoices be included with the credit card statements. This will make it easier for the Board to know what they are approving.

Mr. Lindsay inquired about the \$100 charge to the Loungin' Lizard. This was a gift certificate for Chad and Jessy Daniels as a 'thank you' for all the work they do, and the numerous hours they contribute so we have a successful Christmas project every year. Mr. Lindsay also asked about a \$199 charge for Fred Pryor Career Track. This is for one year of unlimited training regarding Administration and Human Resources for Wendy Mimiaga. The once a year charge of \$199 is about the same cost as it would be for one class.

Kent Lindsay made a motion to accept the bills and financials including the supplemental list of bills, Sheri Wright seconded. The motion passed on the following vote:

Fox	Lindsay	Wright	Johnson	Lucero
yes	yes	yes	yes	yes

PUBLIC COMMENT

Asst. Chief Balke introduced, to the Board, some of the individuals from the Montezuma Cortez High School that are participating in the Cadet program. In attendance was Diana Martin, tenth grade, Shelby Romine, tenth grade, Vinten Vicenti, ninth grade and Faith Krebs, tenth grade. The District is working with Lori Mott and her Emergency and Fire Management Services Program, and has established a Cadet Program to help provide them with career track experience. They will attend a thirteen-week mini-academy, and will also receive training in interviewing and writing cover letters and resumes. This will help them enter the career world with some experience and training, and possibly become a volunteer or reserve firefighter with the Cortez Fire Protection District.

Chief Vandevoorde added that these students have already taken an interest in, and shown their dedication through their involvement with the department. They have participated in our Pub-Ed and fire prevention events, and represented the District in various parades and activities.

CORRESPONDENCE

Included in the packet were inclusions from the Cortez Journal from January 16, 23, 27, 2015, and a thank you note from the Pinon Project for the 2014 Christmas for Kids program.

REPORT FROM THE ADMINISTRATIVE ASSISTANT

A report of the current financial accounts was included in the packet. The county treasurer's office distributed a total of \$33,956.00 to the district for the month of January, 2015. \$23788.36 for the general mill levy, and \$10,167.64 for the additional mill levy.

The business money market account at 1st Southwest Bank had a balance of \$129,296.17 as of January 30, 2015 with Interest earned in January, 2015 of \$26.56. The annual percentage yield remained at 0.25%, and the interest paid year to date was \$26.56. The 3 year jumbo CD of \$257,092.42 at 0.60% earned \$131.70 on January 13, 2015. Total interest paid year to date is \$131.70, total interest paid is \$1,415.39 for an updated balance of \$258,507.81.

\$250,000 was deposited in a jumbo CD, at 0.98%, for 5 years at the First National Bank of Cortez on February 14, 2014. On November 14, 2014, the CD earned \$620.25 for the quarter with a total of \$1,836.95 in interest for the year. The balance, as of November 14, 2014 is \$251,836.95.

The balance in the State Farm account, as of January 21, 2015, was \$845,665.41 with interest earned in January, 2015 of \$388.09, and year to date \$388.09. The interest rate remained at 0.60%. This includes the \$100,000 deposited on January 27, 2015 that the Board designated, at the December 10, 2014 regular Board of Directors meeting, to move from the general fund, and allocate to the capital reserves for facilities. The total in the reserve accounts is \$1,485,306.34.

A current update on the economy was included in the report. The jobless rate went up to 5.7% from 5.6% in January, despite adding 257,000 jobs. November jobs were revised up to 423,000, and December jobs were also revised up to 329,000. The increase could be due to the labor force participation rate increasing to 62.9%, due to an estimated 703,000 individuals reentering the labor force. The average hourly earnings also increased 0.5% in January.

Ms. Mimiaga also pointed out that an invitation was included in the handouts for each Board member for the upcoming Annual Awards Banquet on Saturday, January 21, 2015.

REPORT FROM THE ASST. CHIEF

Asst. Chief Balke included his report in the packet along with a list of the trainings, meetings and events he attended. Asst. Chief Balke reported that he has been working on the NFPA 1582 physicals, and has contacted a traveling company that only does NFPA physicals. It could be less expensive to have them come here for three days and do everyone's physical, as opposed to trying to schedule through the multiply local facilities. They will be at Upper Pine in March where the Asst. Chief will go to evaluate their process.

A lot of fit testing has been done, with the current masks, in preparation for the new SCBA's to come in. Everyone will receive a new upgraded mask, which they will also need to be fit tested for.

A firefighter Health and Safety Grant was submitted to the Division of Fire Prevention and Control for an extractor and an air compressor. This is a 100% grant with no match required. However, we are probably a larger agency that what is targeted for this grant. Asst. Chief Balke was invited to sit on the grant panel; unfortunately, he had to rescind due to a scheduling conflict with the Annual Awards Banquet.

(Asst. Chief Balke's report was interrupted due to a call for a possible structure fire during the Board of Directors meeting.)

A graph of the monthly calls and response times for January, broken down by district, was included. The weighted average response time for the month of January, taking into consideration all districts, was five minutes, forty-four seconds.

Lori Johnson made a motion to take a break in the Board of Directors meeting at 6:16 p.m. due to the fire call, Sheri Wright seconded. The motion passed on the following vote:

Fox	Lindsay	Wright	Johnson	Lucero
yes	yes	yes	yes	yes

(The meeting resumed at 6:42 p.m.)

REPORT FROM THE FIRE CHIEF

Chief Vandevoorde went over his report and list of meetings that was included in the packet. Chief Vandevoorde informed the Board that we have been approached by, and have been talking with Mark Carlson with T. Charles Insurance / ESIP, to work with the District and provide liability insurance. They are a comparable insurance company to VFIS, who is our current carrier. The quote from ESIP came in lower than the cost for VFIS, and very close to the coverage we have currently. As it was the end of the year, we needed more time to compare the two, and did not want to rush into anything, so we have decided to remain with VFIS this year. However, both VFIS and ESIP will make a presentation to the Board later in the year. We can then decide with which company we would like to work.

There were 176 calls during the month of January, 140 EMS calls, 23 fire calls and 13 vehicle accidents for a total of 176 total calls for 2015.

Brock Fortson, one of our full-time firefighters, has submitted his resignation. Mr. Fortson has been a member of the department for one year. He has accepted a position with the Upper Pine Fire Department. We will be posting the open full-time position in house for his replacement. We

have gotten many good firefighters from outside, however, we lose them as well. We invest a lot of money into training, and by hiring within our department, we will be able to hire firefighters who have ties to this community, and plan on staying here locally.

We have heard from our attorney, Collins, Cockrel and Cole, regarding our service plan. They feel the plan is adequate, and at this time does not need to be updated, and no changes need to be made.

Chief Vandevoorde introduced the three new officers to the Board of Directors. These individuals competed in a very competitive process for this position. We had nineteen assessors from outside the District participate in the all-day testing process, assessment centers, and they all complemented the candidates, who all did very well.

Danny Barfield, Jared Miller and Staton Morford were promoted to the rank of Lieutenant. Each was issued their new badge and helmet shield. There will be a Badge Pinning Ceremony at the Annual Awards Banquet on January 21, 2015. They will have a lot of responsibility, and will now go through a year of training, which will include officer development classes. The Chief stated he was very impressed with all the candidates. They will start on January 22, 2015.

The Chief further explained that this is the next step in the plan for the District. We have gone from volunteer to part-time to full time firefighters and now promoting officers, middle management.

NEW BUSINESS

There was no new business.

OLD BUSINESS

There was no old business.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

Having no further business to come before the board, Kent Lindsay made a motion to adjourn the meeting, Sherri Wright seconded. The motion passed as follows:

Fox	Lindsay	Wright	Johnson	Lucero
Yes	yes	yes	yes	yes

The meeting adjourned at 7:53 p.m.

Orly Lucero – President

Attest:

Kent Lindsay – Secretary/Treasurer